



CITY OF ATLANTA

Job Announcement

MANAGEMENT ANALYST, SENIOR

STARTING SALARY: \$49,266

Salary Grade: 25

Applications Accepted From: February 13, 2006 until February 24, 2006

Minimum Job Requirements

Applicants for this position must have a Bachelor's degree in Business/Public Administration, or related field and four years of management analysis experience; or any equivalent combination of education, training and experience which provides the requisite knowledge, skills and abilities for this job.

Duties of the Job:

This employee performs difficult management and financial analysis for the purpose of developing recommendations to improve City operations and management systems for an assigned department. Duties include, but are not limited to: conducting productivity studies; performing special projects; preparing productivity information and workload evaluations; and responding to public inquiries concerning City Operations and productivity. Conducts operational reviews and productivity studies of for efficiency; complies and presents a final report of findings and suggested recommendations for improvement to the appropriate department or parties.

To Apply For This Position:

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday.

Resumes will not be accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street SW, Suite 2120, Atlanta, GA. 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

THE HIRING AUTHORITY WILL CONTACT ONLY THOSE APPLICANTS THEY DEEM MOST APPROPRIATE FOR THE POSITION WITHIN 30 DAYS OF THE EXPIRATION OF THIS BULLETIN. NO OTHER COMMUNICATION WILL BE SENT REGARDING THE STATUS OF YOUR APPLICATION

The Examination for This Job Will Consist Of An Evaluation of Applicant Training And Experience.